

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH
ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC.
TO PROVIDE RISK MANAGEMENT CONSULTING SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, North Brunswick Township is a member of the Garden State Municipal Joint Insurance Fund which provides coverage for Workers Compensation and Employers Liability, General Liability Coverage, Motor Vehicle and Equipment Liability, and Property Damage; and

WHEREAS, pursuant to resolution 351-12.13 the Township of North Brunswick became an authorized member in the Garden State Municipal Joint Insurance Fund with a three year term commencing January 1, 2014 and ending December 31, 2016; and

WHEREAS, the Mayor and Council are authorized to designate a firm to provide Risk Management Consulting Services as authorized in the bylaws of the Garden State Municipal Joint Insurance Fund contract for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of four proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16015 to Arthur J. Gallagher Risk Management Consulting Services, Inc. (707 State Road, Suite 101, Princeton, New Jersey 08540) to provide Risk Management Consulting Services for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Arthur J. Gallagher Risk Management Consulting Services, Inc. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Arthur J. Gallagher Risk Management Consulting Services, Inc. to provide Risk Management Consulting Services for calendar year 2016; and

WHEREAS, any commission or fees payable to Arthur J. Gallagher Risk Management Consulting Services, Inc. will be paid by the Garden State Municipal Joint Insurance Fund pursuant to the terms and conditions of the contract.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Arthur J. Gallagher Risk Management Consulting Services, Inc. to provide Risk Management Consulting Services for calendar year 2016 and shall be compensated pursuant to the current agreement with the Garden State Municipal Joint Insurance Fund.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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EVALUATION REPORT
RISK MANAGER - REQUEST FOR PROPOSALS
DECEMBER 29, 2015

As part of its annual award of professional service agreements in accordance with "Fair and Open" procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for a Risk Manager for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator

Sonia Brown, Human Resources

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 30 points
3. Respondents overall company history and experience – 20 points
4. Pricing Model – 20 points

The following four proposals were received by the submission deadline of November 13, 2015:

Brown & Brown Metro
56 Livingston Avenue 2nd Floor
Roseland, N.J. 07068

Acrisure
1460 Rte. 9 North, Ste. 310
Woodbridge, N.J. 07095

Balken Risk Management Services
143 Washington Street
Morristown, N.J. 07960

Arthur J. Gallagher Risk Management Consulting Services, Inc.
707 State Road
Princeton, N.J. 08542

The committee members individually reviewed each proposal. The committee then met to discuss the proposals including: experience, proposed methodology and other factors.

Arthur J. Gallagher Risk Management Consulting Services, Inc. has been named the Risk Management Consultant for the Township of North Brunswick since 2009. They received unanimous high scores in every category. Evaluators ranked their experience and ability high based on past performance dealing with the Township's risk and insurance matters. Their total score was 290 out of a possible 300.

Former Township Risk Manager, Brown and Brown worked with the Township for several years prior to 2009. Dominick Cinelli, with Brown and Brown, has both a historical relationship with the Township and is more than qualified in the field. He was instrumental during North Brunswick's participation with the Middlesex Joint Insurance Fund. The overall company history and experience ranked slightly lower putting them at second place with a score of 250 out of a possible 300. Balken Risk Management Services came in third with a score of 235 and Arthur J. Gallagher Risk Mgt. Services, while a qualified firm, was last at 190.

The committee therefore recommends the award of contract to G.R. Murray Insurance for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.